

**AGENDA
PLANNING BOARD
JUNE 8, 2020**

**AGENDA ITEM #7A
APPROVAL OF MINUTES**

MAY 11, 2020

DRAFT

**PLANNING BOARD
REGULAR MEETING AGENDA
Monday, May 11, 2020 – 6:30pm
REMOTE VIA MICROSOFT TEAMS
LebanonNH.gov/Live**

ROLL CALL OF

MEMBERS PRESENT: Bruce Garland (Chair), Matthew Hall (Vice-Chair), Jim Winny (Council Representative), Joan Monroe, Kathie Romano, Laurel Stavis, Sarah Welsch, Tom Martz, Gregorio Amaro (Alt.), and Karen Liot Hill (Alt. City Council)

MEMBERS ABSENT: Matthew Cole

STAFF PRESENT: David Brooks (Planning Director), Tim Corwin (Senior Planner), and Brian Vincent (City Engineer)

1 **1. CALL TO ORDER:** Chair Garland called the meeting to order at 6:45 PM.

2
3 A. Review of meeting procedures and NH RSA 91-A “Right-to-Know” requirements.

4
5 Mr. Corwin shared the State directive and participation details for the online meeting in Microsoft Teams.
6 All speakers identified themselves.

7
8 Gregorio Amaro was appointed for Matthew Cole.
9

10 **2. NOTICE OF REGIONAL IMPACT:**

11
12 The following applications were received by the Planning Department on or before May 11, 2020:

13
14 **CITY OF LEBANON, 0 MAPLE STREET (Tax Map 59, Lot 19), zoned R-3:** Request for Site
15 Plan Review to install a playground and to pave an existing gravel parking lot. **#PB2020-16-SPR**
16 *(NOTE: This application will be reviewed as a Governmental Land Use pursuant to NH RSA*
17 *674:54.)*
18

19 **DONALD & DEBRA GOODWIN and FLORIAN & HEDWIG SCHROEK, 0 WESTVIEW**
20 **LANE (Tax Map 54, Lot 32-100) and 28 WESTVIEW LANE (Tax Map 30, Lot 27), zoned**
21 **RL-2 & RL-3:** Request for approval of a Boundary Line Adjustment between lands located at 0
22 Westview Lane (Tax Map 54, Lot 32-100) and 28 Westview Lane (Tax Map 30, Lot 27). **PB#2020-**
23 **17-BLA**
24

25 **WALTER J. PATERSON and ALLAN & PAMELA GREEN, 82 PROSPECT STREET (Tax**
26 **Map 108, Lot 3) and 171 MERIDEN ROAD (Tax Map 121, Lot 10), zoned R-3:** Request for
27 approval of a Boundary Line Adjustment between lands located at 82 Prospect Street (Tax Map
28 108, Lot 3) and 171 Meriden Road (Tax Map 121, Lot 10). **#PB2020-18-BLA**
29

30 Mr. Corwin recommended that none of the applications above have potential for regional impact.

31
32 *A Motion by Laurel Stavis that none of the applications listed above have the potential for regional*
33 *impact.*

34 *Seconded by Joan Monroe.*

1 **Roll Call Vote:**

2 **Voting in favor Mr. Garland, Mr. Winny, Ms. Monroe, Ms. Stavis, Ms. Romano, Mr. Hall, Mr. Martz.**

3 **None voting against.**

4 ***The MOTION passed (7-0).**

5
6
7
8 **3. CONTINUED APPLICATIONS – Public Hearings:**

9
10 (Note: New Applications and Other Business were discussed before the Continued Applications.)

- 11
12 **A. JOLIN SALAZAR-KISH, 8-10 & 14 BANK STREET (Tax Map 92, Lots 125 & 124),**
13 **zoned LD:** Request for Site Plan Review of a proposed 47-unit multi-family residential
14 development to consist of one existing building and two new buildings on two lots to be
15 merged, together with associated site improvements. **#PB2019-39-SPR**

16
17 Mr. Hall returned to the Board at 7:25PM following the Mary Hitchcock Memorial Hospital
18 application discussion.

19
20 Chair Garland stated that the hearing would be limited to 30 minutes to cover the scope of the project
21 and hear from Staff and the Board members so the applicant can address the Board members'
22 questions at the next meeting.

23
24 Mr. Corwin described a visual with the details of what is existing and what is proposed for rental
25 units at the new 8 Bank Street and existing 10 and 14 Bank Street building locations. The proposal is
26 for 40 total dwelling units and 84 parking spaces, 77 of which are within the underground parking
27 garage. The standard minimum parking spaces would not apply due to the number of spaces in the
28 garage. It was confirmed that all garage parking is under the proposed new building. There will not be
29 an elevator in the 14 Bank Street building, as all ADA units will be in other buildings.

30
31 Ms. Romano noted the points of public concern center the on the size and height of the main building
32 at the back of the property. She suggested removing the top floor of the new building to allow a
33 sloped roof and solar units, which would be less imposing within the neighborhood.

34
35 Mr. Corwin noted that the Planning Department received the materials as requested. There is more to
36 be worked out with Engineering. Brian Vincent confirmed that his intention to work with the
37 applicant on any remaining questions.

38
39 Chair Garland inquired if the Board members had items to be addressed at the next meeting. Mr. Hall
40 stated that explanations or images regarding the waiver requests would be helpful. Ms. Monroe
41 inquired about progress on an in-person meeting at a site like the Opera House.

42
43 Chair Garland stated the next meeting would include a presentation by the applicant and documents,
44 but it would likely be continued for public comment.

45
46 Mr. Brooks stated that he communicated with legal counsel, who agreed with the Municipal
47 Association that the Board could cease reviewing any applications as stated in Emergency Order 16.
48 If it were without the applicant's consent, however, there could be a legal risk of treating applicants
49 differently. Ms. Kish has withdrawn her consent to the idea of waiting until a public meeting could be
50 held. It is not known when there would be a public meeting in person. Staff will investigate the Opera
51 House as an option and will also wait for more changes from Governor Sununu. Ms. Monroe noted

1 the limitations caused by the inability to see others' movements and the room with applicants, Staff,
2 and the public.

3
4 Summary of public comment included in the meeting packet:

5
6 Judith Bastiaj – Email – 4/10/2020 regarding the negative impact on the historic district
7 Karen Melendy Cervantes, Paul Cervantes, Jim Walker (54 Bank Street) – Email – 4/13/2020
8 requesting postponement of the hearing until an in person hearing can be held
9 Charles DePuy (Green Street) – Letter – 4/15/2020 requesting postponement of the hearing until an
10 in-person hearing can be held, citing impact on residential density and traffic patterns
11 Fran Hanchett – Email – 4/13/2020 requesting postponement of the hearing until an in-person hearing
12 can be held so all can attend
13 MaryAnn and Frank Mastro – Email – 4/10/2020 requesting postponement of the hearing until an in-
14 person hearing can be held, negative impact on the historic area, increased density, height of the
15 new structure, and against setting a precedent for demolition of historic buildings
16 Bob and Lucy McLellan – Email – 4/13/2020 noting negative impact of the size and scope of the
17 project on the historic downtown area and recommending repair/renovation of 14 Bank St. rather
18 than demolition
19 Edith Phyfe – Email – 4/14/2020 requesting postponement of the hearing until an in-person hearing
20 can be held, incompatibility with the historic downtown, potential traffic and parking issues, in
21 opposition to the project
22 Barry Schuster – Letter – 4/13/2020 against scope and nature of waivers, impact on the historic
23 neighborhood, inconsistent with Section 7-B.2 of the Lebanon Master Plan regarding the
24 character of neighborhoods
25 Doreen Schweizer (Green Street) – Letter – 4/12/2020 noting a significant number of neighborhood
26 concerns as well as environmental and social impact
27 Victoria Smith (PT Librarian at both City libraries) – Letter – 4/20/2020 noting that all computers and
28 laptops at both libraries are continually in use by those without any resources at home, indicative
29 of the lack of ability for many citizens to participate online
30

31 ***A MOTION by Matthew Hall to continue the JOLIN SALAZAR-KISH, 8-10 & 14 BANK STREET***
32 ***(Tax Map 92, Lots 125 & 124), zoned LD hearing to May 26, 2020 at 6:30PM.***

33 ***Seconded by Tom Martz.***

34 ***Roll Call Vote:***

35 ***Voting in favor – Mr. Garland, Mr. Winny, Mr. Amaro, Ms. Monroe, Ms. Stavis, Ms. Romano, Mr.***
36 ***Hall, Ms. Welsch, Mr. Martz***

37 ***None voting against.***

38 ****The MOTION was approved (9-0).***
39
40

41 **B. SAXON PARTNERS (applicant) and ALFRED P. & LORALEE S. WEST (property**
42 **owners), 343 MOUNT SUPPORT ROAD (Tax Map 24, Lot 1), zoned R-1 & RL-3:**
43 **Request for Site Plan Review to construct a proposed multi-family residential development**
44 **consisting of 250 dwelling units, together with parking, utilities, landscaping, access, and**
45 **other related site improvements. #PB2020-11-SPR – continued from April 13, 2020 (90**
46 **mins)**
47

48 Chair Garland gave an overview of the topics for discussion.
49

50 Don Smith, Saxon Partners; David Fenstermacher, Erik Bednarek, and Jason Plourde of VHB; Adam
51 Wagner and Phillip Saltmarsh of Market Square; and Atty. Phil Hastings attended online to speak on

1 behalf of the application.

2
3 Mr. Smith gave a slide presentation to outline the background of the company and previous projects.
4 The company focuses on residential sites with similar amenities and features for medical staff. This
5 project, The Marek, is designed for medical staff with varied schedules who don't want a long
6 commute. The medical center needs to attract and retain staff, and the project is designed to create a
7 sense of community and activities to facilitate those goals. The plan is for engaging common areas,
8 comfortable and efficient apartments, and both studio and one bedroom apartments. It is not intended
9 for families.

10
11 Mr. Fenstermacher outlined the outdoor and environmental features of the project.

12
13 Mr. Wagner described the physical and social amenities included in the project.

14
15 Mr. Bednarek, Landscape Architect, of VHB described the updated variety of trees and shrubs for the
16 project. He also noted the lighting, which is designed to meet the requirements of the City.

17
18 Mr. Plourde gave an update on the traffic study in light of the planned and future projects in the area.
19 They will be meeting with Planning Staff for potential improvements to nearby intersections and
20 discussing with the other area developers and engineers.

21
22 Mr. Fenstermacher stated that the waiver requests are related to the scale of the site, and most are
23 partial waivers.

24
25 Mr. Smith stated that they will finalize the details and mechanicals and are open to questions.

26
27 Mr. Corwin went through each of the waiver requests and other details of the Staff Memo for the
28 Board. The conditions of approval will be updated for the June 8 meeting.

29
30 Mr. Vincent stated that the storm water report is being updated utilizing geotechnical engineers to
31 create a design that addresses the high water table. The design is to be provided to Staff.

32
33 Chair Garland invited the Board members' questions and comments. They included:

- 34
- 35 • The need for additional bicycle facilities in the downtown area due to increased bicycle use
 - 36 from the new projects.
 - 37 • Additional bus pullouts due to increased transit use.
 - 38 • Signal lights for pedestrian crossings
 - 39 • Trail maintenance due to wetness and muddy conditions
 - 40 • An explanation for fewer parking spaces when many use cars due to weather
 - 41 • Consideration of the excessive lighting due to the height of the project and proximity to other
 - 42 buildings
 - 43 • An explanation for the lack of sidewalks
 - 44 • Impact on current projects in light of COVID-19 and the lack of use of Advance Transit and
 - 45 increased use of cars.
 - 46 • Information needed on scheduling of shifts at the hospital
- 47

48 ***A MOTION by Kathie Romano to extend the meeting until 10:00 PM.***

49 ***Seconded by Tom Martz.***

50 ***Roll Call Vote:***

51 ***Voting in favor Mr. Garland, Mr. Winny, Ms. Stavis, Ms. Romano, Ms. Welsch, Mr. Martz***

1 *Voting against Ms. Monroe, Mr. Hall*

2 **The MOTION was approved (6-2)*

3
4 Chair Garland asked for site visit comments. Several female Board members expressed a concern
5 over personal safety while doing such a site visit alone. Chair Garland stated that a map would be
6 useful.

7
8 Mr. Brooks referenced a letter from the Town of Hanover regarding rental of the units to students.
9 Mr. Smith stated that the units are designed for hospital workers, not families or students.

10
11 *A MOTION by Sarah Welsch to continue the hearing for SAXON PARTNERS (applicant) and*
12 *ALFRED P. & LORALEE S. WEST (property owners), 343 MOUNT SUPPORT ROAD (Tax Map*
13 *24, Lot 1), zoned R-1 & RL-3 to June 8, 2020 at 6:30 PM.*

14 *Seconded by Joan Monroe.*

15 *Roll Call Vote:*

16 *Voting in favor – Mr. Garland, Mr. Winny, Mr. Amaro, Ms. Monroe, Ms. Stavis, Ms. Romano, Mr.*
17 *Hall, Ms. Welsch, Mr. Martz*

18 *None voting against.*

19 **The MOTION was approved (9-0).*

20
21
22 **4. NEW APPLICATIONS – Completeness Review Only:** None

23
24 **5. NEW APPLICATIONS – Completeness Review and Public Hearings:**

25
26 **A. MARY HITCHCOCK MEMORIAL HOSPITAL, 1 MEDICAL CENTER DRIVE (Tax**
27 **Map 10, Lot 8), zoned MC:** Request for amendments to an approved Site Plan for a proposed
28 patient tower within an existing medical center complex (#PB2019-37-SPR) to accommodate
29 additional handicap parking and to modify a condition of approval. #PB2020-15-SPA (30
30 mins)

31
32 Matthew Hall recused himself.

33
34 Mr. Corwin stated that the application is considered complete by Staff.

35
36 *A MOTION by Joan Monroe that the application of MARY HITCHCOCK MEMORIAL HOSPITAL,*
37 *1 MEDICAL CENTER DRIVE (Tax Map 10, Lot 8), zoned MC is deemed complete enough for the*
38 *Planning Board to accept jurisdiction and commence review.*

39 *Seconded by Tom Martz.*

40 *Roll Call Vote:*

41 *Voting in favor – Mr. Garland, Mr. Winny, Ms. Monroe, Ms. Stavis, Ms. Romano, Ms. Welsch, Mr.*
42 *Martz*

43 *Matthew Hall was recused.*

44 **The MOTION was approved (8-0).*

45
46 Eric Gerade, PE of VHB; David Stiger, DHMC; and Tom Goins, DHMC VP of Facilities attended online
47 in support of the application.

48
49 Mr. Gerade gave a presentation to explain the minor changes to the original plan, which included the
50 ADA parking and other minor parking changes and a change to the timeline.

51
52 Mr. Corwin confirmed that the site modifications were minor and the applicant worked with Staff to

1 ensure that site plan regulations have been addressed. They are looking at the traffic studies of all the area
2 projects and are getting closer to a proposal to share with the applicants with a cost-sharing proposal by
3 the May 26 meeting. Staff recommends continuing the hearing to that meeting.
4

5 Mr. Gerade stated that the patient tower project is expected to be completed in the summer of 2022.
6

7 Mr. Corwin added that the traffic mitigation plan will be brought back to the Board well before 2022. It
8 will be an ongoing process with City Staff and the other Mt. Support area developers. The cost-sharing
9 plan will deal with the collective traffic impact mitigation of all the immediate area projects, which will
10 likely be more than any one project can cover. Each should pay its fair share, so the goal is developing a
11 method of determining what the projects' and City's shares would be. Mr. Brooks noted that one
12 intersection is already operating poorly without any projects, so the City has some responsibility to
13 address the existing situation. It is possible that the project may become a CIP that would require some
14 bonding by the City, but the contribution by the projects would offset the amount to be bonded. The
15 existing condition and operation of the intersection is the responsibility of the City. Several Board
16 members asserted that it must be a strong commitment on the part of all the parties.
17

18 Chair Garland opened the Public Hearing. There was no public comment.
19

20 Sarah Welsch and Gregorio Amaro joined the online meeting at 7:00 PM.
21

22 ***A MOTION by Kathie Romano to continue the hearing for MARY HITCHCOCK MEMORIAL***
23 ***HOSPITAL, 1 MEDICAL CENTER DRIVE (Tax Map 10, Lot 8), zoned MC to May 26, 2020 at***
24 ***6:30PM.***

25 ***Seconded by Joan Monroe.***

26 **Voting in favor Mr. Garland, Mr. Amaro, Mr. Winny, Ms. Monroe, Ms. Stavis, Ms. Romano, Ms.**
27 **Welsch, Mr. Martz.**

28 **Mr. Hall was recused.**

29 ***The MOTION passed (8-0).**
30

31 Mr. Hall returned to the meeting.
32
33

34 **6. OTHER BUSINESS:**

35
36 Mr. Brooks stated that Staff is currently determining the number of new units approved or under
37 construction within the City. Concern was expressed at a City Council meeting over the speed and
38 amount of new housing being built or proposed. There could be a special meeting regarding the impact on
39 taxes and facilities.
40

41 Mr. Hall noted that Board members could make recommendations to the regulations subcommittee.
42

43 Ms. Monroe expressed her concern over losing the second meeting of the month that is intended for
44 housekeeping and not hearings. There is also an issue with not having minutes available for background
45 information due to the tight scheduling. Chair Garland noted that there is tremendous pressure to review
46 the large number of applications without having to call special meetings. Ms. Romano noted that the City
47 Council is examining the amount of residential development in the City and suggested waiting a month in
48 order to have a work session to discuss possible solutions. It would be helpful to have an education
49 session so the Board would be up to date on the information. Chair Garland noted that the Board has to
50 review applications as presented.
51

Mr. Brooks agreed with the suggestion to have a work session for this discussion. Presently with Microsoft Teams meetings, the Board is not taking action on the night they hear the application to allow for public participation. That is why the hearings have been moved to what would be a work session. The volume of proposed housing is becoming a critical issue. The Board should find a time for a special meeting to have that discussion.

7. APPROVAL OF MINUTES: April 13, 2020 Regular Meeting

Page 5, line 17, reporting the vote as (4-3); line 49 to read, "Mr. Hall was recused."

Page 6, line 4, adding, "Mr. Hall returned to the Board."

Page 7, line 26, to read, "Mr. Hall was recused." Line 27, to correct the vote to (7-0); line 46 to read, "Mr. Hall was recused." Line 47, to correct the vote to (7-0).

Page 8, line 25 to read, "...and not disposed of in the landfill."

A Motion by Matthew Hall to approve the April 13, 2020 Minutes as amended.

Seconded by Laurel Stavis.

Roll Call Vote:

Members voting in favor included Mr. Garland, Amaro, Mr. Hall, Mr. Winny, Ms. Monroe, Ms.

Welsch, Ms. Stavis, Ms. Romano, Mr. Martz

None voted against.

**The vote on the Motion was (9-0)*

6. ADJOURNMENT:

A Motion by Matthew Hall to adjourn the meeting.

Seconded by Laurel Stavis.

Roll Call Vote:

Members voting in favor included Mr. Garland, Mr. Amaro, Mr. Winny, Ms. Monroe, Ms. Welsch, Ms.

Stavis, Ms. Romano, Mr. Hall, Mr. Martz

**The vote on the MOTION was (9-0).*

The meeting was adjourned at 9:54 PM.

Respectfully submitted,

Holly Howes, Recording Secretary